

**Oneida County Solid Waste and Buildings & Grounds Meeting**  
**Monday, April 15, 2013 9:00 a.m.**  
**Oneida County Courthouse, Committee Room #1**  
**1 S. Oneida Avenue**  
**Rhinelander, WI 54501**

**Members present:** Billy Fried/Chairman, Scott Holewinski, Gary Baier

**Members not present:** Jack Martinson (excused)

**Department staff:** Brian Dutcher/Asst. Solid Waste Director, Lisa Jolin/Solid Waste Account Technician, Luann Brunette/Buildings & Grounds Director, Bruce Stefonek/Assistant Facilities Director

**Others present:** Laurie Groskopf/citizen

**Call to order:**

Chairman Fried called the meeting to order at 9:00 a.m. in accordance with the Wisconsin Open Meetings Law.

Committee recognizes the loss of committee member Paul Dean who passed away on April 13, 2013.

**Approve Agenda:**

Motion by Holewinski to approve today's agenda. Second by Baier. All members present voting 'Aye'. Motion carried.

**Approve minutes of April 8, 2013 committee meeting:**

Motion by Holewinski to approve the minutes of the April 8, 2013 committee meeting as presented. Second by Baier. All members present voting 'Aye'. Motion carried.

**Solid Waste – bills and vouchers, blanket purchase orders:**

Discussion held on the Associated Bank long-term escrow account. Groskopf states she use to work for the DNR and provided information in order to clarify the committee's concerns and questions with why certain balances are required in this account.

Motion by Holewinski to approve bills and vouchers, blanket purchase orders as presented. Second by Baier. All members present voting 'Aye'. Motion carried.

Groskopf states she was the originator of the Second Story project and worked with former Solid Waste Director Bart Sexton on the idea. Groskopf states she ran the Second Story project for the first two years, reviewed the figures during this time and felt the program could make money for the Solid Waste Department in addition to the environmental benefits. Groskopf felt when the program started, at least two tons per day could be pulled out of the MSW (Municipal Solid Waste) to be put in either Second Story or recycling. However, Groskopf talked with Bart Sexton a month ago and the Solid Waste department hadn't been able to pull at least 2 tons a day as she originally predicted. Groskopf feels there are key elements in the Solid Waste department that are sabotaging the program. Groskopf feels it can be a viable program and hates to see it go to the wayside. Fried states this committee decided to still pull items from MSW for resale but items wouldn't be sold at this time. Fried suggests Groskopf's concerns be discussed in closed session at the next committee meeting due to possible personnel issues and this meeting wasn't noticed to discuss Second Story.

**Consider having county employees haul municipal solid waste to a landfill, contracting with a landfill to accept municipal solid waste, purchasing trailers for use in hauling municipal solid waste, and/or bidding the hauling and disposal of municipal solid waste, and recommending that the county board pass a resolution allowing for the purchase of trailers and disposal of solid waste:**

Dutcher hands out packets regarding further information gathered on bids for hauling. It appears Northern Waste will be the best contractor to go with at \$45.23 per ton MSW (Municipal Solid Waste). This packet included correspondences with each contractor on updated pricing as well as a draft contract that was drawn up by Corporation Counsel and was reviewed and approved by Junior Howard/Northern Waste. Holewinski reiterates from previous meeting that Finance Director Margie Sorenson has reviewed the numbers and does not support Oneida County doing their own MSW hauling. Motion by Holewinski for the Solid Waste department to move forward with Northern Waste hauling all our MSW for five years and to work the details out. Second by Baier. All members present voting 'Aye'. Motion carried. Further discussion was held on agenda item.

**Recycling grant money for townships:**

Dutcher states he has gathered further information on topic and found previous contracts signed providing direction regarding how excess recycling monies should be directed. The contracts state if after municipalities making recycling expenditures have been reimbursed, any excess grant funds would be the property of the county. Committee reviewed contracts and finds everything was done properly.

**Solid Waste revenue and cost comparisons:**

Jolin presented revenue/expense comparison. In-depth discussion held on figures provided.

**Buildings & Grounds – bills and vouchers, blanket purchase orders, line item transfers:**

Brunette presented items for approval; discussion held. Motion by Holewinski to approve bills and vouchers, blanket purchase orders as presented. Second by Baier. All members present voting 'Aye'. Motion carried.

**Request for assistance to develop a plan to address building maintenance issues – Human Service Center (county-owned building):**

The Human Service Center building is owned by Oneida County but Human Service's is responsible for maintaining this building and has money budgeted each year for building maintenance. Brunette agrees that Human Services is responsible for building maintenance but Human Services only has a janitor to clean the building. There are current problems with the building including roof and drainage problems and Brunette has been sending Buildings & Grounds staff to the Human Services building to assess issues and guide them so issues get resolved properly. Committee is agreeable to Buildings & Grounds assisting in maintenance issues at the Human Services Building however Fried directs Brunette to keep track of the hours staff is spending at the Human Services building.

**Year 2014 budget priorities – Buildings & Grounds:**

Brunette provided a list of priorities for 2014 as follows:

- Courthouse boiler system
- Courthouse (ITS area) repair to Liebert Unit (a/c)
- Health & Aging heating and cooling (currently use 9 residential furnaces and air conditioners)
- 1997 Ford F150 (green truck) – obtained from forestry, has large areas of rust deterioration
- Law Enforcement Center roof
- Funding for replacement of flooring/finishes
- Funding for tools for Kabota vs. tools for Highway department's bobcat
- Lighting updates to incorporate the use of LED lighting and taking advantage of grant funds
- Replacement of committee room chairs
- Windows

**Year 2014 budget priorities – Buildings & Grounds (continued):**

Brunette discussed each topic listed. Brunette also notes that the grants for lighting updates to LED lighting are only available until July 31, 2013 so this will be one of her first priorities in order to meet this deadline. Fried states this committee will help organize these priorities.

**Removal/relocation of shrubbery along sidewalk – Oneida Avenue:**

Brunette presented pictures of shrubby along Oneida Avenue sidewalk of courthouse. Brunette states the shrubbery is very close to the sidewalk. In the winter, snow collects on these shrubs which melts on to the sidewalk during the day, then freezes at night thus making this sidewalk very slippery. Brunette states shrubs also collect trash and debris in the summer and are difficult to maintain. Discussion held on issue. Brunette recommends these shrubs be removed. Motion by Holewinski to remove shrubs as presented along Oneida Avenue. Second by Baier. All members present voting 'Aye'. Motion carried.

**Update on vacated first floor space reallocation:**

Brunette states her and Fried attended the April 8th Administration Committee meeting to make sure they are still in agreement with the county continuing to lease the airport space for UW-Extension and Land & Water Conservation at the current funding rate. The Administration Committee does agree and supports these departments remaining at the Rhinelander-Oneida County Airport for the time being. The county will be committing to a 10 year contract. The price will remain frozen at the current rate for the first 5 years. After 5 years, the price will be revisited however no CPI applicable to rate so there will not be an automatic price increase since the price would need to be agreed upon between the county and the airport. Discussion held on improvements the airport has done to its facility. Discussion also held on the Land & Water Conservation department's office space as well as storage they still have remaining at the Courthouse. It was agreed that Land & Water's office and storage spaces need to be organized and cleaned up. Brunette also notes she met with Erica Brewster/UW-Extension regarding UW-Extension and Land & Water Conservation remaining located at the airport; Brewster is agreeable to this but states they need more room for their reception area and future 4-H Development Agent.

Brunette states her department is preparing for the transition of the old 1st floor Public Health space to be remodeled into the new 1st Floor Courtroom. Brunette requests the committee's permission to hire an architect in order to proceed with setting up plans and starting demolition. Brunette discussed her four month timeline on this project with committee. The committee granted Brunette permission to proceed.

**Closed session (Buildings & Grounds):**

Motion by Holewinski and second by Baier to adjourn into closed session pursuant to Section 19.85(1)(d), "considering strategy for crime detection or prevention" (Topic: Courthouse security), and Section 19.85(1)(c), "considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility" (Topics: Facilities Director goal setting)

**Roll call vote:** Holewinski, Baier, Fried

**Staff present during closed session:** Luann Brunette, Bruce Stefonek, Jenni Lueneburg

**Return to open session:**

Motion by Holewinski to return to open session at 11:01 a.m. Second by Baier. Roll call vote taken with all voting in the affirmative; motion carried.

There was no action taken in the above closed session.

**Items for next agenda:**

Update on Solid Waste hauling  
Second Story update  
Solid Waste bark screening contract  
2014 Buildings & Grounds budget priorities

**Future meeting date:**

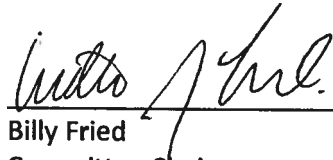
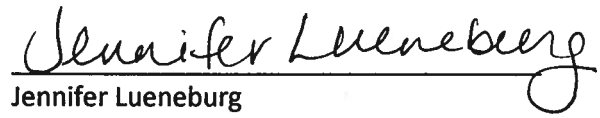
Monday, May 6, 2013 at 9:00 a.m.

Monday, June 3, 2013 at 9:00 a.m.

(both meetings to be held at the Oneida County Courthouse in Committee Room #1)

**Adjournment:**

Motion by Baier to adjourn meeting. Second by Holewinski. All members present voting 'Aye'. Motion carried. Adjourn at 11:52 a.m.

  
\_\_\_\_\_  
Billy Fried  
Committee Chair  
\_\_\_\_\_  
Jennifer Lueneburg  
Committee Secretary